

MINUTES OF A COUNCIL MEETING

MARCH 16, 2004

The Hollywood Park City Council met in a regular session March 16, 2004 at 7:00 p.m. in Town Hall. Notice was posted in accordance with the Texas Open Meeting Laws.

Mayor Pro Tem Richard McIlveen called the meeting to order with the following Council Members present: Ellen Alkire, Jerry Miller and W.D Scott. Absent: Mayor Sean P. Martinez, Wendy Taylor. Also present: City Administrator, City Secretary, Police Chief, Fire Chief, Assistant Fire Chief, City Attorney and City Engineer.

INVOCATION: Mayor Pro Tem Richard McIlveen gave the invocation.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PRESENTATION: 1. David Givler, P.E., City Engineer, gave an update on the Fleetwood Drainage Project saying there was a meeting with the citizens on Fleetwood March 11 to give them an update on the status of the project. He further said that the project went out to bid March 12 and will be opened on April 15. Mr. Givler is working with Bexar Met to commit to a schedule. Bexar Met said they would relocate the 8" water line on March 22nd. Councilman Miller asked the City Engineer to address the concern about the drainage run off into neighboring cities. Mr. Givler said that with drainage projects that are solved, we make sure we don't create a new problem somewhere else therefore they spend a lot of time studying the hydrologic ramifications of channeling this water, making it flow more efficiently.

ANNOUNCEMENTS/DEPARTMENT REPORTS/CITY ADMINISTRATOR'S REPORTS.

The Police Chief, Fire Chief and City Secretary gave their monthly reports. The City Secretary named the candidates for the May 15th Election: Mayor: Sean P. Martinez and Wendy Taylor; Place 2: Councilperson Ellen Alkire and Debra Trueman; Place 3: Riki Charles and Scott Farrimond; and Place 4: Councilperson Jerry Miller and Phillip Rodriguez. The Mayor Pro Tem asked that the candidates stand so everybody present could see who they are.

Drew Traeger, City Administrator, said that we have started trapping the deer for TTT and the total to date is 83 deer. Mayor Pro Tem McIlveen said that the City is scheduling the trapping when the school bus and a lot of traffic are not going by the trap sites.

CITIZEN PARTICIPATION:

1. Barbara Schmitz, 109 Meadowbrook, announced that Mr. and Mrs. Phillip Rodriguez saved a 3-year-old boy from being run over or kidnapped.
2. Fran Blackwell, 408 Park Oak, said it was a bad time to prune the Oak Trees; concerned that there was diversity among the residents regarding the deer.

3. Nancy Swan, 316 Meadowbrook, suggested that no count is necessary unless we are going to reduce the herd.
4. Cherie Emick, 504 Skyforest, concerned about the deer trapping.
5. Hugh Philippus, 405 Sagecrest, concerned that children were witnessing deer trapping and concerned that the City wasn't abiding by the contracting laws.

CONSENT AGENDA:

Councilwoman Alkire made a motion to approve the consent agenda in its entirety. The motion was seconded by Councilman Miller and passed unanimously by the Council.

1. Minutes of a Regular Council Meeting 02/17/04.
2. Financial Statement as of 02/29/04.

Beginning Balance	\$2,138,260.24
Total Income	199,125.06
Disbursements	(168,436.61)
Ending Balance	\$2,168,948.69

OLD BUSINESS:

CONSIDER APPOINTMENT OF THE PARKS AND RECREATION COMMITTEE.

Councilwoman Alkire made a motion to appoint members of the Parks and Recreation Committee. Councilman Miller seconded the motion.

David Newman, Chairman
John Havel
Frances Copeland
Patrick Fetzer
Donna McIlveen
Mary Anne Votion

After the member's names were read aloud, the Council passed the motion unanimously.

NEW BUSINESS:

CONSIDER APPROVING AN AMENDED PLAT FOR 200 FLEETWOOD AND 204 FLEETWOOD ESTABLISHING LOT 10 (1.071 ACRES) AND LOT 11 (0.882 ACRE); SAID LOT 10 BEING COMPRISED OF ALL OF LOT 9, BLOCK 16, HOLLYWOOD PARK UNIT 3, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 3025, PAGES 384-385, DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS, AND THE EAST 7.50 FEET OF LOT 8, ACCORDING TO THE DEED RECORDED IN VOLUME 8246, PAGE 2088, REAL PROPERTY RECORDS OF SAID COUNTY, & A 0.06-ACRE TRACT OUT OF LOT 8, ACCORDING TO THE DEED RECORDED IN VOLUME 9534, PAGE 426, SAID REAL PROPERTY RECORDS. SAID LOT 11 BEING ALL OF LOT 8, SAVE & EXCEPT THE SAID EAST 7.50 FEET OF LOT 8 AND THE SAID 0.06-ACRE TRACT; SAID LOTS 10 & 11 BEING SITUATED WITHIN THE CITY LIMITS OF HOLLYWOOD PARK, TEXAS.

Councilwoman Alkire made a motion to approve an amended plat for 200 Fleetwood and 204 Fleetwood establishing lot 10 (1.071 acres) and lot 11 (0.882 acre); said lot 10 being comprised of all of lot 9, block 16, Hollywood Park unit 3, according to the plat thereof recorded in volume 3025, pages 384-385, deed and plat records of Bexar County, Texas, and the east 7.50 feet of lot 8, according to the deed recorded in Volume 8246, page 2088, real property records of said county, & a 0.06-acre tract out of lot 8, according to the deed recorded in volume 9534, page 426, said real property records, said lot 11 being all of lot 8, save & except the said east 7.50 feet of lot 8 and the said 0.06-acre tract; said lots 10 & 11 being situated within the city limits of Hollywood park, Texas. Councilman Scott seconded the motion. The City Engineer explained the reason behind the amended plat by saying that the property owners of Lots 8 & 9, at the intersection of Fleetwood and El Cerrito Circle agreed to move their property line because there is an existing conflict with the existing driveway was built over the property line. After discussion the Council passed the motion unanimously.

CONSIDER AMENDING EMPLOYEE PERSONNEL POLICY 8.05 SICK LEAVE-BEREAVEMENT.

Councilwoman Alkire made a motion to amend the Employee Personnel Policy 8.05 Sick Leave-Bereavement. Councilman Scott seconded the motion. The City Administrator said that the reason for this amendment was that we did not have a policy in place.

BEREAVEMENT LEAVE

All regular full-time employees may be granted emergency (funeral) leave with pay as follows:

1. For a period not to exceed three (3) days for regular employees or one (1) shift for firefighters – Employee's spouse, father, mother, son, daughter, step-son, step-daughter, grandfather, grandmother.

2. For a period not to exceed two (2) days for regular employees or one (1) shift for firefighters – Employee's brother, sister, spouse's father or mother, grandfather, grandmother.
3. For a period not to exceed one (1) day for regular employees or one (1) shift for firefighters – Employee's aunt or uncle, spouse's brother or sister.

It will be the employee's responsibility to establish relationship to kin to protect emergency (funeral) leave pay. The Mayor or City Administrator may extend this period of time by two (2) calendar days of sick leave time for regular employees or one (1) additional day of sick leave time for firefighters (for scenarios 1 & 2 above) if extended travel time is necessary.

An employee who requires bereavement time must notify his immediate supervisor within the first 24 hours by phone or in writing if possible. All requests for emergency leave with pay must be submitted in writing and approved by the Mayor or City Administrator. In the event the Mayor or City Administrator is not available, the Department Head may approve "emergency leave." The Department Head shall notify the Mayor or City Administrator, in writing, as soon as possible explaining the reasons for such action.

After discussion, the Council passed the motion unanimously.

CONSIDER APPROVING ORDINANCE #773 A "NO PARKING ZONE" IN THE 100 BLOCK OF SUNWAY.

Councilwoman Alkire made a motion to approve Ordinance #773 a "No Parking Zone" in the 100 block of Sunway. Councilman Scott seconded the motion. The City Administrator explained the ladder truck faces out the back of the Fire Department and if they would have to leave in an emergency they could exit out the gate and make an exit off of the driveway onto Sunway. He said that on Municipal Court days or a large City Council Meeting, people can legally park across the street and on the sides but if they park too close the big Fire Truck would not be able to get out. He further said that it would start 100' from the intersection where people cannot park on either side of the street. Before, Jimmy had put pylons out so that the people wouldn't park there. After discussion, the Council passed the motion unanimously.

MISCELLANEOUS:

PROVISIONAL VOTING.

Barbara M. Haddock, City Secretary briefed the residents on Provisional Voting saying that if a resident comes to vote and does not have their Voter Registration Card or another form of ID, then they will have to vote as a Provisional Voter and that vote would be up to the County as to whether it would be counted. She asked that all residents to please bring their Voter Registration Card to vote in the May 15 City Election.

UPDATE ON THE AMORTIZATION OF 114 DONELLA.

Gus Wilcox, City Attorney, gave an update on the amortization of 114 Donella by saying that the City Administrator contacted Mr. Abdo, owner of the property, to set a compliance date in accordance with the law. Mr. Abdo asked that the City Administrator

contact his attorney in which Gus said that he contacted the attorney, Richard Karem. He explained the procedures to him and asked that he produce the leases and documentations for the Board of Adjustment to set a compliance date. The City Attorney further said that he, Mr. Abdo, Mr. Karem and the City Administrator will meet and amicably resolve any issues. He further said that this property is a non-conforming use and should be returned to residential.

The City Administration briefed the Council regarding the resurfacing of the pool. He said he had talked to contractors and the next step is to get bids.

UPDATE ON THE EMERGENCY MANAGEMENT PLAN.

Javier Garcia, Fire Chief, briefed the Council on the Emergency Management Plan that has been sent to the State for approval. He said that there are annexes explaining what the Mayor, City Administrator and the role they play in an emergency. The Chief said that we are in an agreement with Hill Country Village to include them in the Emergency Management Plan. Johnny Butrico, Asst. Fire Chief, gave the Council the background on this Plan. He said due to September 11 the Department of Homeland Security was created and part of their mission is to develop Emergency Management Plans for all National and State Agencies across the Nation. Phoenix Disaster has received monies from the Federal Government to assist agencies in completing their Emergency Management Plan. Johnny said that they completed the plan, turned it into AACOG and they acknowledged that we are the first city to turn in their plan in the Alamo Area. He further said that they then turned the Plan over to Phoenix Disaster, they made changes, gave it back to us to approve changes they made. Johnny said that they approved it and then took it to HCV and their Mayor and our Mayor approved it. Phoenix Disaster has the Plan and they are sending it to the State for final approval. This Plan does not include all the annexes. The annexes have been drafted but not approved. Johnny said that by completing the surveys and getting the Plan in makes us eligible for grant money through the Departmental Emergency Management. Every staff member will have a responsibility in this Plan. He said that this is an on going project and will have to be updated every year.

Councilman Miller said that we are half way through our budget cycle. The revenues received are 52% and expenditures are 34.8% and since we are six months into the twelve-month cycle, he asked that Dennis Blake, Accountant, would come to the next meeting and we could look at where we are in the budget.

The City Administrator complemented the Fire Chief and Asst. Fire Chief on the good job they did on the Emergency Management Plan. He said that if we had an emergency, plane crash etc., San Antonio would be required to assist us due to the Mutual Aid Agreement.

Councilman Scott inquired about the air flight path changing at the Airport in the near future. The City Administrator said that he had not heard of any flight path changes.

Mayor Pro Tem brought to the Council's attention, the City Engineer's memo updating the Council regarding Fleetwood Drainage, construction sites for the Fountain Oaks

Dental Building north of the storage complex on Hwy 281, Diamond Shamrock, SouthTrust Bank south of Donella and Hwy 281, and the Arias Office Building on Chula Vista. The City Secretary said that she had received a plat from Carrabbas on Pantheon Way and Hwy 281.

ADJOURNMENT:

They're being no further business Mayor Pro Tem McIlveen adjourned the meeting at 8:05 p.m.

**MINUTES OF THIS MEETING APPROVED AS SUBMITTED ()
CORRECTED () THIS _____ DAY OF _____, 2004.**

Mayor Pro Tem Richard McIlveen

ATTEST:

Barbara M. Haddock, City Secretary